

### 7:00pm - Public Hearings:

- 1) **Finance Committee Ordinance:** Ben Frey, resident and Finance Committee Member, sought clarification about the ordinance mentioning an investment policy. Town Manager clarified that there is an investment policy which the Finance Committee will be asked to review to make recommendations for the Select Board.
- 2) **Fireworks Ordinance:** No comments were made.

### Select Board & Board of Assessors Meeting – Minutes February 12, 2024 immediately following Public Hearings Fire Station Community Room, 86 River Rd

**Present Board Members:** Karen Paz, Joel Lind, Tor Glendinning, Thomas Kostenbader, Rufus Percy  
**Staff:** Kevin Sutherland, Town Manager

**Minutes transcribed by Emma McKearney, Deputy Town Clerk**

1. **Call to Order:** Meeting started at 7:09pm.
2. **Amendments to the Agenda**
  - a. Town Manager requested an addition to the agenda under Executive Session for discussion on the use of town owned property. *Joel made a motion to add an additional Executive Session for discussion on the use of town owned property. Motion was seconded by Tor. Motion passed unanimously.*
3. **Minutes of the previous meeting**
  - a. January 22<sup>nd</sup>, 2024: Chair made an amendment to correct the January 22, 2024, minutes in Section 6B, line 3 to correct “date” to “data.” *Rufus made a motion to approve the minutes of January 22, 2024, meeting as amended. Motion was seconded by Thomas. Motion passed unanimously.*
4. **Public Comments on Items Not on the Agenda**
  - a. **Roger Wilcox:** Resident of North Newcastle is concerned about the impact of heavy salt use in the area to the aquatic habitats of Dyer River and Deer Meadow Brook and the potential impact to residents’ wells. After storms, roads are white with salt and then the salt accumulates on the shoulder as a thick, white crust. Roger used to work for the Maine Highway Department and is aware of the implications of too heavy salt use as the State needed to replace wells for residents during his time with the Department. Tor asked if the State had specific guidelines for salt used on the roads. Roger stated that what determined how much needed to be used, in his experience, was based on the road and ground temperatures and the type of inclement weather.
5. **New Business**
  - a. **Revaluation for Next Fiscal Year:** Jim Murphy, Newcastle Assessors’ Agent, is recommending moving up the re-evaluation for the upcoming 2024-2025 tax commitment. The motivator for this is complying with state statute. Letters to homeowners that will be re-evaluated in April from the assessor. Homeowners are encouraged to reach out to provide information regarding the properties and obtain their tax cards. Mal Carey, North Newcastle resident, would like information on the methodology of assessing. Information regarding trends is listed on the tax maps in the Town Office.
  - b. **FY22 Financial Audit:** Fred Brewer, Auditor, reviewed his FY22 audit report. The audit is available on the Town’s website. *Joel made a motion to accept the FY22 Audit Report as presented. Motion was seconded by Tor. Motion passed unanimously.*

- c. **FY25 Budget Schedule:** Town Manager would like to hold three budget workshops in March. The Board would like to have a final review of the budget following the Town receiving the school budgets. Provider agencies requesting an increase in funding will be asked to attend the Open Meeting portion of the Annual Town Meeting to answer any questions. Fiscal Year 25 budget workshops are scheduled for March 6<sup>th</sup>, 13<sup>th</sup>, and 20<sup>th</sup> at 7pm at the Community Room at the Newcastle Fire Station.
- d. **Setting Annual Town Meeting:** The following positions will be voted on at the Annual Town Meeting: two positions for Select Board/Assessors/Overseers of the Poor (3-year term), one position for School Board (3-year term), and one position for Great Salt Bay Sanitary District Trustee (3-year term). Nomination papers are available at the Town Office starting March 1 and are due April 12. *Tor made a motion to set the Annual Town Meeting for June 11<sup>th</sup> and concluding on June 17<sup>th</sup>. Motion was seconded by Joel. Motion passed unanimously.*
- e. **Harriett G. Bird Clubhouse and Playground:** Town Manager has met with Harriet G Bird Clubhouse and Playground Committee members. The Town would like to re-affirm the Committee member's appointments to maintain the legacy of the clubhouse and playground. *Rufus made a motion to appoint Jim Mercer, Carol Juchnik, Christine Wager, David O'Neal, and Megan Verney to serve on the Harriet G. Bird Clubhouse Committee for three year terms ending June 30, 2026. Motion was seconded by Joel. Motion passed unanimously.*

## 6. Unfinished Business

- a. **Fire Truck Bid Opening:** The Select Board opened the sealed bids for Newcastle Fire Department's fire truck procurement. Rick Emmons from Pierce for one Pierce Freightliner M2-106 4x2 1,500 GPM (gallon per minute) Hale pumper long for a total of \$707,744. Rick Emmons from Pierce for one Pierce Saber 1,500 GPM Waterous pumper long for a total of \$810,743. Bulldog Fire Apparatus for one KME 1,000 gallon pumper with 1,500 GPM Hale pump on an International chassis for a total of \$656,000. 4 Guys Fire Trucks for one 4 Guys new commercial pumper on International HV607 4-door cabin chassis for a total of \$730,702. Northeast Emergency Apparatus for one Ferrara fire apparatus commercial pumper on International HV607 4-door chassis with a Hale QMAX-XS pump, 1,000 gallon water tank, and heavy duty stainless steel body for a total of \$688,472. *Thomas made a motion to recognize the bids from Rich Emmons (Pierce), Bulldog Fire Apparatus, 4 Guys Fire Trucks, and Northeast Emergency Apparatus for a total of 5 bids ranging from \$656,000 to \$810,743, and further ask the Fire Department's Fire Truck Committee to review the bids and provide a recommendation for the February 26<sup>th</sup> Select Board Meeting. Motion was seconded by Rufus. Motion passed unanimously.*
- b. **Finance Committee Ordinance:** No additional changes were made to the ordinance during the Public Hearing earlier in the evening. *Rufus made a motion to draft a warrant article for consideration of the amended Finance Committee Ordinance at the Special Town Meeting on March 25, 2024, and notify the Interim Town Clerk. Motion was seconded by Joel. Motion passed unanimously.*
- c. **Fireworks Ordinance:** No additional changes were made to the ordinance during the Public Hearing earlier in the evening. *Tor made a motion to draft a warrant article for consideration of the amended Fireworks Ordinance at the Special Town Meeting on March 25, 2024, and notify the Interim Town Clerk. Motion was seconded by Rufus. Motion passed unanimously.*

- 7. **Town Manager Report and Communications:** Town manager reviewed his report. Topics discussed were: Harbor Management Ordinance joint workshop for additional changes, upcoming Presidential Primary Election on March 5, 2024, Nomination Papers will be available for elected official positions on March 1<sup>st</sup> and due by noon on April 12<sup>th</sup>, and the Planning Consultant budget line. A monthly financial report was presented.

## **8. Fiscal Warrants**

- a. FY24 Fifteenth AP Warrant: \$119,416.09:** Tor made a motion to approve the fifteenth FY24 AP Warrant for \$119,416.09. Motion was seconded by Joel. Motion passed unanimously.

## **9. Executive Session**

- a. Consideration of real property acquisition (Title 1 §405.6.C):** Joel made a motion to enter into executive session to consider the acquisition of real property as permitted by MRSA Title 1, Section 405 6 C. Motion was seconded by Rufus. Motion passed unanimously.
- b. Consultation with attorney regarding legal rights and duties pertaining to tax foreclosure (Title 1 §405.6.E):** Joel made a motion to enter into executive session to consult with the Town Attorney regarding legal rights and duties pertaining to tax foreclosure as permitted by MRSA Title 1, Section 405 6 E at 9:15pm. Motion seconded by Thomas. Motion was passed unanimously.
- c. Discussion of use of town owned property (Title 1 §405.6.C):** Joel made a motion to enter into executive session to consider the use of town owned property as permitted by MRSA Title 1, Section 405 6 C at 9:37pm. Motion was seconded by Rufus. Motion passed unanimously.

## **10. Future Agenda Items**

- a. Posted Road Application**
- b. Ground Lease Agreement**
- c. Fish Ladder Agreement**
- d. Harbor Management Ordinance**

- 11. Adjournment of Meeting:** Tor made a motion to adjourn the meeting at 10pm. Motion was seconded by Thomas. Motion passed unanimously.